

**STATE EMERGENCY RESPONSE COMMISSION
UNITED WE STAND (UWS) GRANT APPLICATION
TITLE PAGE**

Applicant: Nevada Legislative Counsel Bureau, Legislative Police

Address: 401 South Carson Street,
Carson City, Nevada 89701

State agency Project Manager:

Name: Robert G. Milby **Title:** Chief of Police

Address: 401 South Carson Street **City/Zip:** Carson City, Nevada 89701

Telephone: 775-684-6812 **Fax:** 775-684-6705

E-mail: bmilby@lcb.state.nv.us

State agency Fiscal Officer:

Name: Stephany Gibbs **Title:** Senior Accountant

Address: 401 South Carson Street **City/Zip:** Carson City, Nevada 89701

Telephone: 775-684-6884 **Fax :** 775-684-1350

E-mail : sgibbs@lcb.state.nv.us

BUDGET SUMMARY :

PLANNING	TRAINING	SUPPLIES	EQUIPMENT	TOTAL
\$	\$	\$	\$29,463.00	\$ 29,463.00

On behalf of the above named agency, I certify this agency has reviewed the grant application and agrees to abide by the Federal and State procedures which are related to the acceptance of funds.

AGENCY APPROVAL (Department head of state agency):



Signature of Department head of State agency

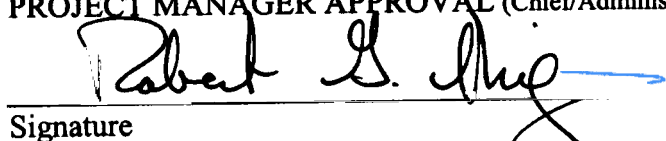
5/18/09

Date

Lorne Malkiewich Director

Print name and title

PROJECT MANAGER APPROVAL (Chief/Administrator of division of the State agency)



Signature

Robert G. Milby Chief, Nevada Legislative Police

Print name and title

May 18, 2009

Date

RECEIVED

MAY 19 2009

Nevada
SERC

GOALS:

*Tell the SERC what you want to accomplish with this grant. This section should contain a separate discussion of each goal. The goals are general statements of desired result, and should identify intended outcomes and results the program has established to achieve. **Threat & risk/mitigation; Infrastructure protection/mitigation; and Accomplishment of objectives in State Homeland Security Strategy must be addressed.***

Goals:

The goal of this grant application is to improve infrastructure protection and mitigation, address threat risk/reduction and contribute to the focus and objectives of the State Enhancement Plan for Homeland Security. This grant is being sought for the development of an enhanced communication/surveillance system that was originally created over 20 years ago. The current system is situated in an area that prevents us from expanding or enhancing our equipment due to the present space restraints. We need to control unauthorized foot traffic, and enhance our obsolete radio repeater. The Legislative Police is requesting to apply for a grant or other federal funding to complete the move of the Communication/Surveillance Console to a more secure environment with the ability for later expansion. We are striving to reduce the vulnerability of our facility to an attack by domestic or international terrorism. On several occasions the Legislature hosts all three branches of state government which increases this risk factor and our need for enhanced security. This will increase our current ability to protect the Nevada State Legislature, its facilities and personnel located in the Capitol Complex, by creating a Communication/Surveillance Console that is in a secure, secluded environment with the ability for later expansion. These funds would be used to increase the security of the Communication/Surveillance Console, to prevent public access, provide our Communication / Surveillance Technicians the ability to focus on surveillance with enhanced radio operations and surveillance without the current outside disruptions, as well as enhance their current visual acuity.

The protection of government facilities is vital to the State's Ability to respond during emergencies, terrorist's acts or disasters and continue functions of government.

How do the goals address threat & risk/mitigation?

The current Surveillance and Communications center is located in the center of the Legislative Police office and is subject to continued disruptions from officers and visiting citizens walking by. With available funding the Legislative Police will be able to complete the expansion and move Communication Surveillance Center to a higher security status that will prevent access by the public or other unauthorized individuals and increase current radio capabilities. This will provide Communication Surveillance Center Technicians with the ability to work undisturbed while monitoring over 80 surveillance cameras and enhancing the ability to dispatch radio calls, increasing our overall productivity, reducing our threat risk factors and creating a safer government infrastructure.

On May 21, 2007 U.S. Homeland Security (DHS), Protective Security Coordination Division conducted a Site Assistance Visit (SAV). A second visit was conducted in August 2007 after Session to include the Capitol Complex. The objectives of the SAVs included, among other national-level considerations, assisting the Legislative Police in the identification of vulnerabilities and providing information on protective measures to reduce potential vulnerabilities. The SAV is a risk based assessment that has been applied to facilities, complexes, buffer areas and regions. The SAV methodology is aligned to support the National Infrastructure Protection Plan (NIPP).

During the visit the SAV team toured the facilities, assessed security practices and measures, identified facility vulnerabilities for various categories of threats, and provided personnel with information from their observations, and options for consideration.

The SAV identified the need to enhance radio and surveillance capabilities.

On January 29, 2009 the Legislative Police participated in the Capitol Emergency Response Workshop, Homeland Security Exercise and Evaluation Program (HSEEP) sponsored by your office. During the course of that exercise we were able to identify several issues that currently impact our security capabilities.

1. Locally, Carson City FD, SO, Capitol Police, Legislative Police have obtained radios to communicate with each other, which are 60 % capable.
2. Poor radio communication capabilities require the Legislative Police to replace the current 25 watt repeater with 100 watt radio repeater to increase radio communications within the building and to local first responders.
3. Need to enhance current security surveillance capability.
4. Increase security of the current Communication / Surveillance Center.

How do the goals address infrastructure protection/mitigation?

The current Surveillance and Communications center is located in the center of the Legislative Police office and is subject to continued disruptions from officers and visiting citizens walking by. With available funding the Legislative Police will be able to complete the move of the Communication Surveillance Center to a much more secure area in order to prevent access by the public or other unauthorized individuals and increase current radio capabilities. This will provide Communication Surveillance Center Technicians with the ability to work undisturbed while monitoring over 80 surveillance cameras and enhancing the ability to dispatch radio calls, increasing our overall productivity, reducing our threat risk factors and creating a safer government infrastructure. The movement of the console and purchase of a 100 watt radio repeater will enhance our interoperable radio communications with officers in current radio reception/transmission voids within the buildings and increase radio interoperability with other responding agencies.

How do the goals address accomplishment of objectives in State Homeland Security Strategy?

State Homeland Security Strategy (2007 version) was consulted to ensure that this will contribute toward the accomplishment of the State established goals/objectives.

The focus of the State Enhancement Plan is multifaceted. This purchase will address the following focus areas;

- #1. Measures in prevention through improved sharing of intelligence information and Surveillance.***
- #2. Strengthen our ability to establish statewide communication interoperability***
- #3. Enhancing measures to secure and harden critical infrastructure sites.***

The purchase of this items will address the identified enhancement plan focus areas by contributing to the following objectives as indicated in the plan:

OBJECTIVES:

How do you plan to achieve your goals? Include specific uses of this grant. Objectives focus on the methods/activities to be used to achieve the goals they support.

Answer these questions in each objective:

X *WHAT will be done?*

X *WHO will complete the tasks?*

X *WHEN will the activity be implemented?*

1. We request to purchase of a P-25 Compliant Motorola 100 Watts P25 Digital conventional repeater station with antenna system,-includes staging, programming, installation, optimization to enable enhanced radio communications with all First Responders in the Legislative buildings as well as outside First Responders.

2. We request to Encrypt 9 portable radios so we can communicate with Carson City Sheriff's Department on their Tactical radio Frequencies allowing us to have total interpretational radio communications.

3. Increase security access to the Communication/Surveillance Center.

4. Enhance surveillance monitoring equipment.

Installation of Repeater and encryption of portable radios shall be conducted by Sierra Electronics

Enhanced Security equipment and access shall be conducted by Legislative Counsel Bureau buildings maintenance personnel.

Enhancing radio operations and security access shall be completed and implemented by November 30, 2009

BUDGETS:

PLANNING:

Requests to contract with a consultant must be accompanied by at least two competitive bids. The bids must include an itemized quote and detailed scope of work from the consultant.

CONSULTANT/CONTRACT SERVICES	
Name	Amount requested
TOTAL PLANNING (rounded up)	\$

TRAINING:

All training requests must first be made through the Department of Public Safety, Division of Emergency Management (DEM). If the DEM declines the training, the request may be included in the grant application along with the letter of declination.

State per diem rates (which follow the federal GSA rates) will prevail unless local rates are less. For the current GSA rates see <http://www.gsa.gov/>; and further defined in SERC policy 8.5.

Mileage will be reimbursed at the State rate, currently \$0.55 per mile. If a personal vehicle is used for personal convenience, the reimbursement will be \$0.27.5 per mile. Airport parking and ground transportation expenses are reimbursable upon presentation of receipts. Rental cars must be pre-approved by the SERC.

TRAINING COSTS: Registration fees, per diem and travel costs should be included in this section.			
Course title	Itemized travel expenses	Registration fees	Amount requested
TOTAL TRAINING (rounded up)			\$

SUPPLIES:

List supplies and, if applicable, identify what equipment it is used with.

SUPPLIES COSTS:			
Item	Quantity	Unit Price	Amount requested
TOTAL SUPPLIES (rounded up)			\$

EQUIPMENT:

Attached is the current Standard Equipment Price List. Equipment requests other than those, or higher priced than those, on this list must be accompanied by a quote from the vendor.

EQUIPMENT COSTS:			
Item	Quantity	Unit Price	Amount requested
100 Watt Motorola Repeater	1 each	\$20,000.00	\$20,000.00 11,550
Encrypt 9 Radios	10 each	\$189.00 175	\$1,890.00 1,750
Dedicated Micro DVR	4 each	\$750.00	\$3,000.00
Up-grade DVR's	1 ea.	\$4,888.00	\$4,888.00
TOTAL EQUIPMENT (rounded up)			\$29,463.00

29,195

BUDGET NARRATIVE

This is an explanation of the line items identified in each category. Justify the relationship between the items listed within each category and the project activities. Budget narratives must be included for each category for which there is a request for items/services.

PLANNING SERVICES-

Explain the basis for selection of each consultant and describing how the service to be provided is essential to achieving established goals.

Begin typing in this box.

TRAINING-

Explain the purpose of the training/travel and how it relates to achieving established goals. Provide location of training, duration, itemized transportation and per diem expenses.

Begin typing in this box.

SUPPLIES-

Explain the type of supplies requested & how it relates to achieving the established goals.

Begin typing in this box.

EQUIPMENT-

Describe how the equipment will benefit the project, and why it is necessary to achieving established goals.

Currently the Legislative Police have found several locations within the Legislative building that has prevented radio communication with the Legislative Police Dispatch, officers on patrol the Carson City Sheriff's Department, and the Carson City Fire Department. The reason for the lack of radio communication is due to a 25 watt radio repeater that has been identified as too small to meet our current demands properly. Sierra Electronics conducted a test and was able to determine that the repeater needed to be expanded to 100 watts in order to clear up the dead spots that prevent portable radio transmissions in those areas. With the increased 100 watt transmitter officers will be able to conduct radio transmissions throughout the building as well as communicating with local first responders. It is necessary to be able to communicate on specific radio frequencies during an emergency currently we are only capable of transmitting on Carson City Sheriff's Department's main radio frequency. During emergencies local government utilizes the tactical frequencies. In order to communicate with local agencies on all emergency frequencies it is necessary to encrypt our current P25 radios. This will allow us the ability to change to Carson City Tactical frequencies and talk directly to responding officers and first responders.

Currently we are capable of recording approximately 30 days of video surveillance activities however because of the present memory capacity video surveillance is recorded with a break in the motion preventing visual surveillance of identifying every act being observed. By enhancing the current surveillance equipment and Digital Video Recorders we will be able to record actual time and not miss any activities. This is especially important when people report an incident that is located on the current video recorder however.

DEM Grant Purchase Considerations
CONSOLE PROJECT PHASE I
Phase II SERC Grant

Item	PO Number	Cost	Vendor
100 Watt Motorola Repeater		\$ 20,000.00	Sierra Electronics
Encrypt 9 Radios		\$ 1,575.00	Sierra Electronics
Dedicated Micro DVR		\$ 4,888.00	ADI
Up-grade DVR's		\$ 3,000.00	

[illegible]



QUOTE

Number JSSQ1347-01
 Date May 18, 2009
 Nevada State Contract 1574

Sold To

LEGISLATIVE COUNCIL BUREAU
 BOB MILBY
 401 Carson St.
 Carson City, NV 89701
 Carson City

Phone 775-684-6812
 Fax 775-684-6705

Ship To

LEGISLATIVE COUNCIL BUREAU
 BOB MILBY
 401 Carson St.
 Carson City, NV 89701
 Carson City

Phone 775-684-6812
 Fax 775-684-6705

Salesperson		Quote Valid	Ship Via	Terms	
Jeff Springer		30 DAYS	INSTALLED	N30	
Line	Qty	Description		Unit Price	Ext. Price
1	1	MOTOROLA 100 WATT P25 DIGITAL CONVENTIONAL REPEATER STATION WITH ANTENNA SYSTEM - INCLUDES STAGING, PROGRAMMING, INSTALLATION, OPTIMIZATION		\$19,557.00	\$19,557.00

Quote Valid For 30 Days

Please contact Jeff Springer with any questions regarding this proposal.
 (775) 846-6904 or jeffs@sierraelectronics.com



QUOTE

Number JS8Q1489-02
 Date May 18, 2009
 Nevada State Contract 1574

Sold To
 LEGISLATIVE COUNCIL BUREAU
 BOB MILBY
 401 Carson St.
 Carson City, NV 89701
 Carson City
 Phone 775-684-6812
 Fax 775-684-6705

Ship To
 LEGISLATIVE COUNCIL BUREAU
 BOB MILBY
 401 Carson St.
 Carson City, NV 89701
 Carson City
 Phone 775-684-6812
 Fax 775-684-6705

Salesperson		Quote Valid	Ship Via	Terms	
Jeff Springer		30 DAYS	INSTALLED	N30	
Line	Qty	Description		Unit Price	Ext. Price
1	9	UPGRADE XTS1500 RADIO WITH ENCRYPTION PACKAGE TO TALK ON ENCRYPTED CARSON CITY SHERIFF'S OFFICE CHANNEL		\$175.00	\$1,575.00

Quote Valid For 30 Days
 Please contact Jeff Springer with any questions regarding this proposal.
 (775) 646-8804 or jeff@sierraelectronics.com



25 VISTA BLVD
PARKS, NV 89431
(775) 355-5066

(775) 355-5066

STATE OF NEVADA LEGISLATIVE
401 SOUTH CARSON ST
CARSON CITY, NV
89701

CUSTOMER NUMBER L6276-000

QUOTED BY A ROBERTS

PAGE NO. 1

CUSTOMER P.O. NBR/REFERENCE NBR	SHIPPED DATE	SHIPPED FROM	DATE	DOCUMENT NUMBER
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QUOTE

051409

T2TV1900

QUANTITY ORDERED	CATALOG NUMBER	DESCRIPTION	LOT	UNIT PRICE	AMOUNT
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1	DD-DS2PD1615	#16WAY DVMR 1.5 TERABYTE W/NETW		4888.00	4888.00
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TOTAL MATERIAL 4888.00

PLEASE CALL YOUR LOCAL ADI BRANCH TO CONFIRM YOUR PRICING AND AVAILABILITY.

Note: Thank you for choosing ADI as your supplier. This quote is valid for thirty (30) days from quotation date. Individual cost(s) are dependent on entire bid ordered. Transportation charges and tax, if any, are not included. ADI does not endorse suitability of this equipment nor assume liability when used as a system.

THIS ITEM IS ON PROMOTION AND PRICE IS ONLY VALID DURING PROMOTION TIME PERIOD

QUOTE

EXPIRES 06/05/09

CERTIFIED ASSURANCES

Upon acceptance of funding from the State of Nevada Emergency Response Commission (SERC), the lead governmental unit hereby agrees to the following Certified Assurances governing the awarding of funds.

- A) **FINANCIAL REPORTS** – The grantee/sub-grantee agency is required to submit, at a minimum, quarterly financial reports to the SERC. Reporting must be made in accordance with all applicable federal, state, and local laws and regulations, and SERC policies 8.5 and 8.6.

No expenditures or obligations will be eligible for compensation if occurring prior to the award period. All funds need to be obligated by the end of the grant period and expended by the final report date as stated in the grant award cover letter. Failure to submit proper reports pursuant to current policies may jeopardize future funding from the SERC.

Request for advance: May be used only if expenses total over \$2,000.00 and is accompanied by a dated purchase order or quote.

- 2) **Report on expenditure of advance:** Show the actual expenditure of the advanced funds. This report is due **within 30 days** of the date of the advanced check and must include copies of dated invoices and proof of payment. If the amount advanced is more than the amount spent, or the advanced amount is not spent within the 30 days, the unexpended funds are to be returned to the SERC within 45 days of the date of the check.
- 3) **Request for reimbursement:** Complete and submit a financial report form, at a minimum quarterly, for all expenditures funded by the grant. Include copies of dated invoices and proof of payment. Any other form of documentation for expenditures must be approved by the SERC staff. If additional funds are used toward the project, report those expenditures as a **match** in the appropriate line on the report form.
- 4) **Quarterly report required:** If there are no expenditures within the quarter, a report with an explanation of why is due by the end of the month following the end of the quarter. Due dates for quarterly reports are as follows:

October 31	- for reporting period July 1 to September 30;
January 31	- for reporting period October 1 to December 31;
April 30	- for reporting period January 1 to March 31; and
July 31	- for reporting period April 1 to June 30.
- 5) **Final report:** There will be no further expenditures, the grant is closed, and no further reports are necessary. This report is due within 45 days after the end of the award period, or anytime prior to the end of the award period if no further funds will be spent.

- B) Exercise report:** Each LEPC/state agency must report to the SERC by January 31st of each year on at least one real event and/or tabletop, functional, or full-scale exercise or drill which tests the hazardous materials emergency response plan.
- C) GRANT CHANGE REQUEST** - Grant expenditures are authorized for the purposes set forth in this application, as approved in the grant award, and in accordance with all applicable laws, regulations, and policies and procedures of the State of Nevada and the applicable federal granting agency. Any request for change in the project must be submitted to the SERC and approved in writing prior to its implementation. Approval may be required by the Funding Committee if the change is significant (SERC policy 8.7).
- D)** The applicant certifies, through the submission of the grant application for funding, neither the lead agency, county government nor any of its participating agencies are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by any federal department or agency.
- E)** The applicant assures the fiscal accountability of the funds received from the State Emergency Response Commission will be managed and accounted for by the lead agency's chief comptroller and internal control and authority to ensure compliance with SERC's documentation, record keeping, accounting, and reporting guidelines will reside with that individual.
- F)** The applicant and its contractors will comply with the nondiscrimination requirements of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; and the American Disabilities Act of 1992.
- G)** The applicant will abide by audit requirements as specified in OMB Circular A-133 Audits of State and Local Governments as revised August 29, 1997.
- H)** Any publication (written, visual, or audio) issued by the sub-grantee describing programs funded whole or in part with federal funds, shall contain the following statement:
- “This program was supported by Grant #_____, awarded by the Nevada State Emergency Response Commission (and, if a HMEP grant, the U.S. Department of Transportation). Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position or policies of the State Emergency Response Commission (and, if a HMEP grant, U.S. Department of Transportation).”
- I)** The applicant fully understands the State Emergency Response Commission has the right to suspend, terminate, or de-obligate grant funds to any grantee/sub-grantee that fails to conform to the requirements or the terms and conditions of its grant award.
- J) LOBBYING** - No grant funds appropriated will be paid, by or on behalf of the grantee/sub-grantee, to any person for influencing or attempting to influence an officer, employee, or a member of Congress, or an officer, employee, or any member of the Nevada State Legislature.

- K) Project related income, (i.e., registration fees, royalties, sales of real and personal property) must be used for the purpose of furthering the goals and objectives of the project or program from which the income was generated. Interest earned must be returned to the State Emergency Response Commission.

ORIGINAL SIGNATURES REQUIRED

DEPARTMENT HEAD OF STATE AGENCY



Signature

5/18/09

Date

Lorne Malkiewich, Director LCB

Print name and title

STATE AGENCY PROJECT MANAGER (CHIEF OR ADMINISTRATOR OF DIVISION)



Signature

May 5, 2009

Date

Robert G. Milby, Chief, Legislative Police

Print name and title

RETURN THIS FORM WITH GRANT APPLICATION

RECEIVED

MAY 9 2009

Nevada
SERC

STATE AGENCY COMPLIANCE CERTIFICATION

The following must be met by State agencies as requirements for compliance with federal and State laws and regulations, and SERC policies and procedures.

A check mark in the squares on the left will indicate a YES response.

- ☒ Has the head of the State agency prioritized the request and signed the application and Certified Assurances?
- ☒ Has the agency identified which emergency response plan it operates under and what its role is in that plan?
What Plan? _____
Role in Plan? _____
- ☒ Has the plan been reviewed and updates submitted to SERC by January 31st?
Review/update - Date: _____ Submitted: _____
- ☐ Has the agency identified its role, if any, in the State Hazardous Materials Emergency Response Plan?
Role: N/A _____
- ☐ If the agency has response capabilities, has it completed & submitted the Level of Response Questionnaire and attachment by January 31st?
Review/update - Date: _____ Submitted: _____
- ☒ Have all required reports been submitted to SERC which summarize the financial management of the active grants?
- ☒ Has an incident or exercise, tabletop or full scale exercise of the hazardous material emergency response plan taken place and report submitted to SERC by January 31st?

Indicate the date of the most recent exercise: May 2009 Submitted: _____

As head of the Nevada Legislative Counsel Bureau, I attest all information provided on this
State Agency Name

compliance certification is accurate.

Ψ

Department Head of State Agency Signature

Date:

5/18/09

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MAY 9 2009

Nevada
SERC

RETURN THIS FORM WITH GRANT APPLICATION

CHECK SHEET

A COMPLETE APPLICATION MUST INCLUDE THE FOLLOWING

- ☒ Title Page (original signatures)
- ✓ ☒ Goals of this grant
- ☒ Objectives of this grant
- ✓ ☐ Line Item Budget
- ✓ ☒ Budget Narrative
- ✓ ☒ Certified Assurances (original signatures)
- ✓ ☒ Compliance Certification (signed by State agency department head)
- ✓ ☒ Level of Response & Attachment *MISSING*
- ✓ ☐ Copy of Hazardous Materials Emergency Response Plan